

Minutes of CoST Board Meeting No.40

2 December 2021 (*virtual meeting via Teams*)

Participants			
Board: Chrik Poortman (CP) (Chair) George Ofori (GO) Petter Matthews (PM) Vincent Lazatin (VL) Gavin English (GE) Natalie Forsyuk (NF)		In Attendance: Ian Hawkesworth (IH), World Bank Charlotte Broyd (CB) International Secretariat Evelyn Hernandez (EH) International Secretariat John Hawkins (JH) International Secretariat Zlatina Loudjeva (ZL), Strategic Advisor Apologies: Manuela Di Mauro (MDM), FCDO	
	Discussion & Decisions	Responsible	Deadline
Item 1. Chairman's Welcome and Opening Remarks			
1.1	The Chair welcomed Board members and observers to the call and thanked everyone for their time and availability for the online meeting.	N/A	N/A
1.2	Apologies were received from MDM.	N/A	N/A
Item 2. Approval of the minutes & matters arising			
2.1	The minutes from the 39 th meeting were approved as accurate.	N/A	N/A
2.2	NF has confirmed that she is able to continue as a Board member following her appointment to a new position in the Ukrainian Government.	N/A	N/A
2.3	A letter from the Board to the Governor of the Province of Buenos Aries was sent in October but no responses has been received to date. A deadline for a response is January	N/A	N/A
2.4	The Board was informed that the CoST Afghanistan team are in a safe location with a third country likely to invite them to apply for a refugee immigration visa shortly. It is unclear when the third country would allow the team to travel to the country. CoST continues to be active in the OGP led group that continues to look at how we can best support the families.	PM	Dec 2021
Item 3			
Funding			
3.1	The Board were updated on the current funding picture with the World Bank Quality Infrastructure Investment Trust Fund, the Hewlett Foundation and the UK Foreign Commonwealth and Development Office the most likely sources of funding for the International Secretariat. It is likely that each organisation will provide a clearer steer on the likelihood of funding by the end of January 2022.	N/A	N/A

3.2	The Board was also advised that the CoST IS are building a relationship with the US Government which includes holding a side event for the Summit for Democracy on 8 th December 2022. The side-event is to include private sector speakers and the US State Department and ZL has agreed to moderate.	N/A	N/A
3.3	IH advised that this was a good time to approach World Bank country offices. They are often looking for 'bite-sized' packages of around \$50-100k to use reallocated budget by the end of June 2022. CoST IS to advise the CoST member managers.	EH JH	Dec 2021
3.4	CP to approach Indermit Gill, World Bank Vice President for Equitable Growth, Finance and Institutions about obtaining support for a proposal to the QII Trust Fund.	CP IH	Dec 2021
Item 4	Future scenarios		
4.1	The Board were informed of three potential scenarios. Firstly, taking steps to close CoST if no funding was secured by 31 st March 2022. Secondly, evolving into a new consultancy based business model and finally, business operations would continue as normal if one of three likely supporters made a commitment early in the New Year.	N/A	N/A
4.2	The Board agreed that these were the likely scenarios and asked for a note setting out the process for closing CoST.	JH	Jan 2022
4.3	The CoST IS indicated that £500k in income would provide the organisation with sufficient breathing space. The funding would only be used to support the CoST IS and ensure the organisation could continue to operate.	N/A	N/A
4.4	MSGs have been advised of the current funding challenges and have been informed that no grant funding will be available from 1 st January 2022.	N/A	N/A
4.5	It was also agreed that an advocacy campaign was required with a clear message that CoST may close without funding in the near future. This could include a letter published in the mainstream press signed by high profile stakeholders in CoST member countries such as ministerial champions. It could also include letters written to ministers responsible for bi-lateral aid. CoST IS to consider.	CoST IS	Dec 2022
4.6	CoST IS to also to develop a standardised letter that MSGs can send to their local donor offices.	EH	Jan 2022
Item 5.	Private sector supporter scheme		
5.1	The Board were updated on the private sector supporter scheme. The scheme would be based on companies committing to a set of CoST principles. The principles will be developed early in the New Year for the Board to consider. A consultation document would be shared with a small group of consultees in Q1 of 2022 before the scheme is finalised.	PM	Jan 2022
Item 6.	Board Membership		
6.1	The deadline for applications to join the Board as the international civil society organisation representation was 1 st	PM JH	Jan 2022

	December. There are a small number of good applications that will be reviewed shortly. The appointment process will conclude in January.		
6.2	The Board were issued a revised schedule for Board elections. The Board has agreed that elections will not take place until the funding position is more secure.	N/A	N/A
Item 7.	Any other business		
7.1	The next meeting will take place in early February. JH to organise.	JH	Dec 2021
7.2	No conflicts of interested were reported by Board members	N/A	N/A
7.3	There were no safeguarding incidents reported since the last Board meeting	N/A	N/A
Item 8.	Chair's closing remarks		
8.1	The Chair thanked everyone for joining the call and the Secretariat for preparing the presentation and documents for this meeting and for the team joining in the very early or very late hours.	N/A	N/A

These minutes were approved as an accurate record of the meeting.



9 February 2022

Christiaan J. Poortman
Chair

Date